

# CITY OF NEW LONDON

OFFICE OF DEVELOPMENT & PLANNING

PLANNING • ZONING • WETLANDS DIVISION

181 State Street New London, CT 06320 • Phone (860) 437-6379 • Fax (860) 437-4467

## APPLICATION FOR A ZONING PERMIT (DRIVEWAY)

*The City of New London's Zoning Regulations require that new parking areas/driveways require a Zoning Permit prior to installation. Please note the following (zoning) requirements specific driveway installation:*

1. Curb Cut/Driveway Apron:
  - (a) Required to access all new driveways/parking areas.
  - (b) Requires an Excavation Permit from the Department of Public Works (DPW) (860-447-5250).
  - (c) The driveway apron must be concrete and any curbing shall be granite, unless otherwise waived by DPW.
  - (d) If the proposed driveway is accessed via a State Road applicant shall contact the State of Connecticut Department of Transportation (860-823-3211) to obtain an Encroachment Permit.
2. The driveways are not permitted within twenty-five (25) feet of an intersection.
3. Driveways/parking areas must be constructed of an asphalt surface or concrete. Gravel or other pervious surface treatments cannot be approved by the Zoning Enforcement Officer.
4. The driveway must extend eighteen (18) to twenty (20) feet beyond the front line of the house so that parking in the front yard is not created. Under no circumstance shall parking be allowed in front of the dwelling unless that parking area is the accessway to an approved parking space, garage or carport.
5. The minimum size parking space is 8 ½ feet wide by 18 feet long.
6. Applicant shall provide a three (3) foot buffer between any parking space and abutting property line.
7. In an R-1, R-1A, R-2, R-3, R-4, or NB District, parking in the front yard shall be restricted to parking within a driveway that shall not be wider than twenty (20) feet for that portion that passes through the front yard.
8. Any combination of driveways, turnaround areas and vehicle maneuvering areas shall not exceed an area of twenty-five (25) percent of the total area of the front yard.
9. No turnaround area or vehicle maneuvering area shall be more than twelve (12) feet wide.

ZONING PERMIT APPLICATION FOR DRIVEWAYS

To obtain a Zoning Permit for a driveway, please provide this office with the following:

1. A completed Zoning Permit application.
2. A plot plan which illustrates, to scale:
  - (a) existing structures (dwelling, garage, sheds, etc.)
  - (b) the location with the dimension of the proposed driveway
  - (c) the location of the three (3) foot buffer (at a minimum shall be three (3) feet).
  - (d) The construction material of the proposed driveway (e.g. concrete or asphalt).
3. There is a \$25.00 fee due when you submit the above documents to this office to process this application.

*Approval of this application is based on information provided by applicant, any variations are the sole responsibility of the applicant. The applicant has the burden of ensuring they meet all applicable Zoning Regulations for this project.*

ADDRESS OF ACTIVITY

NAME OF APPLICANT

PHONE NUMBER

NAME OF PROPERTY OWNER

PHONE NUMBER

MAILING ADDRESS FOR APPLICANT AND/OR PROPERTY OWNER

APPLICANT/AGENT SIGNATURE

DATE

**ALL APPLICATIONS MUST BE SIGNED BY THE LEGAL PROPERTY OWNER OF THE SUBJECT PROPERTY, OR YOU MUST PROVIDE DOCUMENTATION THAT YOU HAVE BEEN AUTHORIZED BY THE PROPERTY OWNER TO OBTAIN PERMITS ON THEIR BEHALF.**

*Upon penalty of perjury, I represent by this signature that I have the consent, authority and agreement of all other owners of the involved properties to submit this application.*

Property Owner's Signature/Date

Property Owner's Signature/Date

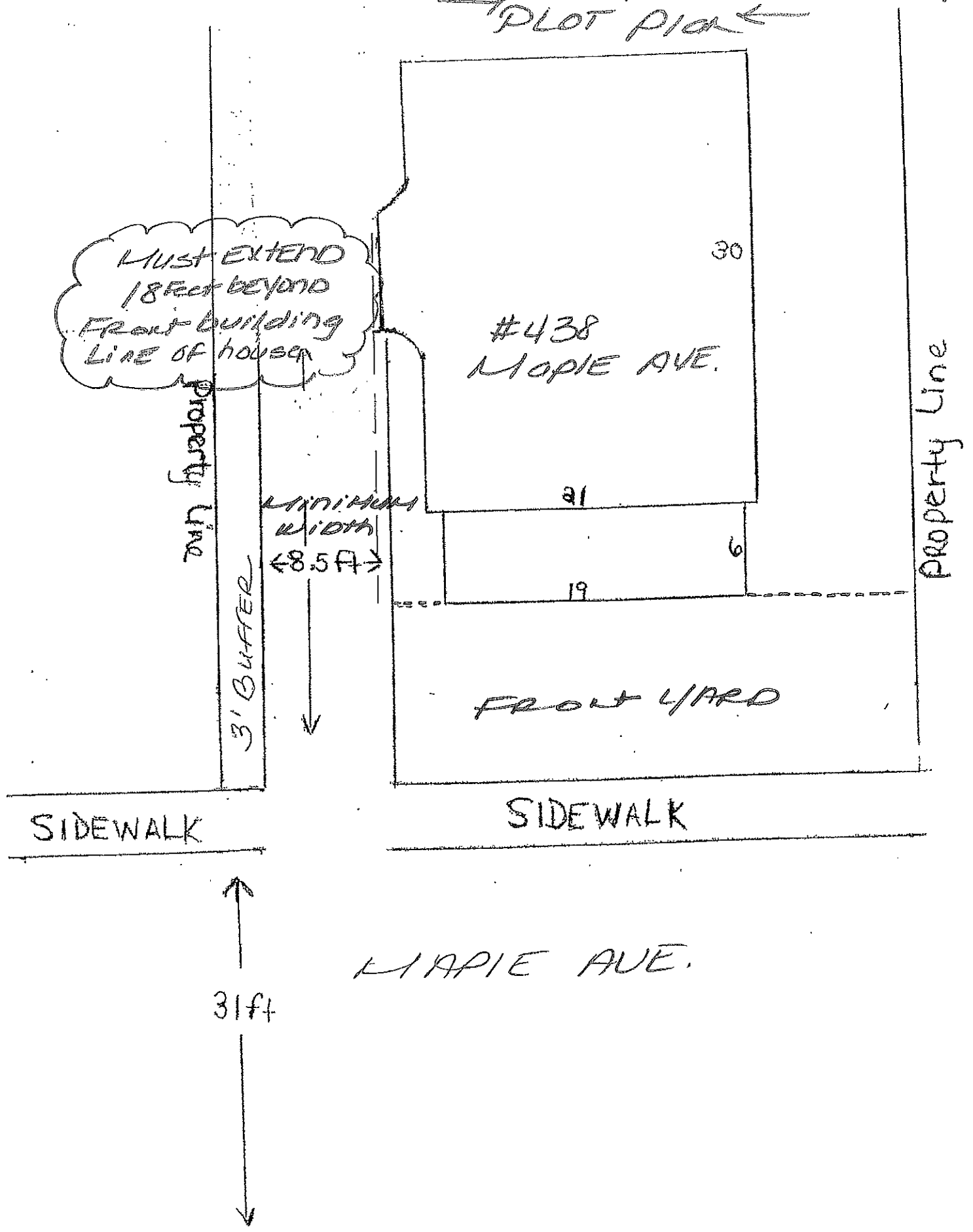
**FOR STAFF USE ONLY**

**-Zoning Permit-**

Use: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

→ SAMPLE DRIVEWAY  
PLOT PLAN ←



MUST EXTEND  
18 FEET BEYOND  
FRONT BUILDING  
LINE OF HOUSE

#438  
MAPLE AVE.

Property Line

Property Line

MINIMUM  
WIDTH  
← 8.5 FT →

3' BUFFER

FRONT YARD

SIDEWALK

SIDEWALK

MAPLE AVE.

31 ft